

From: "Smith, Alexandria" <Alex.Smith@memphistn.gov>
To: "Strickland, Jim" <Jim.Strickland@memphistn.gov>
"William Gibbons \ (wgibbons)" <wgibbons@memphis.edu>
btaylor@memphistomorrow.org
"McGowen, Doug" <Doug.McGowen@memphistn.gov>
Date: 7/11/2017 1:40:23 PM
Subject: RE: New bonus and payment schedule

Lynnette will be there to discuss the retention bonus process and payment structure. Doug can address other strategic components.

Alex Smith
Chief Human Resources Officer
City of Memphis
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125 N. Main Street, Room 406 Memphis, TN 38103-2017
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From: Strickland, Jim
Sent: Tuesday, July 11, 2017 12:36 PM
To: William Gibbons (wgibbons) <wgibbons@memphis.edu>; btaylor@memphistomorrow.org; Smith, Alexandria <Alex.Smith@memphistn.gov>; McGowen, Doug <Doug.McGowen@memphistn.gov>
Subject: RE: New bonus and payment schedule

Doug will attend for me, and he could possibly address this issue.

Doug your thoughts?

Jim

From: William Gibbons (wgibbons) [<mailto:wgibbons@memphis.edu>]
Sent: Monday, July 10, 2017 5:45 PM
To: btaylor@memphistomorrow.org; Smith, Alexandria
Cc: Strickland, Jim
Subject: Re: New bonus and payment schedule

Alex,

The Crime Commission board meeting is next Thursday, July 20 from 3 - 4 p.m. at 600 Jefferson. Director Rallings in on the agenda to give a brief report on recruitment/retention efforts. It would be great if you could be present just to answer any questions, in particular, about the payment of retention bonuses since that funding is coming through the Crime Commission.

Bill Gibbons
Executive Director
The Public Safety Institute

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From: Blair Taylor <btaylor@memphistomorrow.org>
Sent: Monday, July 10, 2017 1:28 PM
To: Smith, Alexandria
Cc: William Gibbons (wgibbons); Strickland, Jim
Subject: RE: New bonus and payment schedule

Ok, I must have misunderstood about the grant payout schedule.
The main thing I need to discuss with you is the grant payment schedule. Please give me a call at your earliest convenience.

Blair Taylor
President
Memphis Tomorrow
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From: Smith, Alexandria [<mailto:Alex.Smith@memphistn.gov>]
Sent: Monday, July 10, 2017 12:29 PM
To: Blair Taylor <btaylor@memphistomorrow.org>
Cc: Bill Gibbons - MSCC (wgibbons@memphis.edu) <wgibbons@memphis.edu>; Strickland, Jim <Jim.Strickland@memphistn.gov>
Subject: RE: New bonus and payment schedule

Blair

We have always stated that the retention bonus would be paid out in a lump sum in the November/December timeframe. We have shared this approach with MPA and are close to finalizing an understanding with them on this process. At this point, it is too late to move to a quarterly payment structure. We are preparing for open enrollment for this program July 24 and are having final meetings with MPA this week. We will also launch our communication campaign next week.

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From: Blair Taylor [<mailto:btaylor@memphistomorrow.org>]
Sent: Monday, July 10, 2017 12:22 PM
To: Smith, Alexandria <Alex.Smith@memphistn.gov>
Subject: FW: New bonus and payment schedule

Hey Alex. Just checking back in on this.

Blair Taylor
President
Memphis Tomorrow
22 North Front Street, Suite 670
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btaylor@memphistomorrow.org

From: Blair Taylor
Sent: Thursday, June 29, 2017 12:41 PM
To: Smith, Alexandria <Alex.Smith@memphistn.gov>
Cc: Bill Gibbons - MSCC (wgibbons@memphis.edu) <wgibbons@memphis.edu>
Subject: FW: New bonus and payment schedule

Hey, so my questions/thoughts are this:

I thought bonus payments were to be paid at the end of the year earned, or at least paid as they're earned on a prorated basis in their paychecks. If I'm reading correctly it looks like you're planning to pay them Nov/Dec of each year even though the program is only just starting in July.

I would rather see employees paid on a prorated quarterly basis or all at once at the end of the year earned. I've got a strong preference for the latter but defer to whichever you think aligns more closely with best practices. Seems to me it will have a much more meaningful and memorable impact if it's paid out all at once.

Also, as for grant payment schedule, since the program is only just beginning this fiscal year, we should have the grant payments made along a fiscal year schedule. Our strong preference is to make a single annual payment just prior to the end of the fiscal year. So perhaps by June 1 of each fiscal year of the bonus program (that would mean we start with June 1 2018).

Give me a call as soon as you get a chance. Very open to discussing what works.

Blair

Blair Taylor
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From: Blair Taylor
Sent: Thursday, June 29, 2017 12:23 PM
To: Smith, Alexandria <Alex.Smith@memphistn.gov>
Cc: Bill Gibbons - MSCC (<wgibbons@memphis.edu> <wgibbons@memphis.edu>; 'Channin.Jackson@memphistn.gov' <Channin.Jackson@memphistn.gov>; 'Sink, Jennifer' <Jennifer.Sink@memphistn.gov>
Subject: FW: New bonus and payment schedule

Thanks Alex, wearing my hat as Treasurer of the Crime Commission, and copying our President Bill Gibbons, I'm confirming that the revised bonus structure is as we discussed.

However, we need to adjust the grant payment schedule. I have some questions for you around when bonuses will be paid to employees which I think can inform our grant payment schedule. Please give me a call at your earliest convenience.

Thanks!

Blair

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From: Smith, Alexandria [<mailto:Alex.Smith@memphistn.gov>]
Sent: Thursday, June 29, 2017 11:31 AM
To: Blair Taylor <btaylor@memphistomorrow.org>
Cc: Jackson, Channin <Channin.Jackson@memphistn.gov>; Sink, Jennifer <Jennifer.Sink@memphistn.gov>
Subject: New bonus and payment schedule

Attached is the new bonus and payment schedule from MSCC based on the new bonus proposal we discussed earlier this year. Please review and let me know if you are comfortable with these changes.

Alex Smith
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